



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT AGENCY
HEADQUARTERS, UNITED STATES ARMY AREA III SUPPORT ACTIVITY
UNIT # 15716
APO AP 96271-5716

REPLY TO
ATTENTION OF:

IMKO-ACH-L

28 SEP 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Area III Support Activity Policy Memorandum #67, Government Contracts and Directorate of Public Works (DPW) Work Orders

1. REFERENCES:

- a. Foreign Affairs Handbook-2 H-500, Post-Award Contract Administration, 9 October 2003 available at <http://www.statebuy.state.gov/corch5.htm>.
- b. Federal Acquisition Regulation, 30 September 2005, available at <http://www.arnet.gov/>.

2. PURPOSE: To establish Government contract administration for DPW Work Orders, also referred to as Facilities Engineer Work Requests (FEWR).

3. APPLICABILITY: Guidelines must be adhered to when administering or overseeing Government Contracts, Work Orders, and/or FEWR as Contracting Officer's Representative..

4. RESPONSIBILITIES:

- a. The Area III Commander shall review and approve all Area III Support Activity contracts, including DPW Work Orders/FEWR.
 - b. The Area III Commander will also review and approve contract modifications.
 - c. Funding requirements will not be approved until meeting subparagraphs 5a and 5b above.
 - d. The responsibilities outlined above apply to all contracts, regardless of categorization, acquisition, construction, transportation, materiel.
5. The point of contact is the Director of Logistics at 753-6126.



MICHAEL J. TALIENTO, JR.
COL, AV
Commanding

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